



City of Austin - JOB DESCRIPTION



Austin Energy Operations & Maintenance Specialist Senior

FLSA:	Standard/Non-Exempt	EEO Category:	(70) Skill Craft
Class Code:	10374	Salary Grade:	ZP0
Approved:	November 27, 2001	Last Revised:	April 28, 2008

Purpose:

Under general supervision, perform complex tasks related to operating equipment and performing mechanics in a power, steam or chiller operations.

Duties, Functions and Responsibilities:

Essential duties and functions, pursuant to the Americans with Disabilities Act, may include the following. Other related duties may be assigned.

1. Performs electrical and mechanical/plumbing repairs. Calibrates sensors, controllers, and meters. Performs chemical testing. Reads gauges and meters. Monitors operation of equipment and machinery in work area. Monitors water coolant systems, i.e. coolant levels, operation, etc.
2. Enters data into computer concerning maintenance/repair schedules of equipment. Records data on appropriate form/log. Operates boiler, generator turbine and/or auxiliary equipment.
3. Reviews work for accuracy and completeness. Repairs, services, and/or installs components of the boiler, turbine, generator, and auxiliary systems of a power, steam or chiller plant.
4. Performs preventive maintenance activities on plant equipment per specification(s). Plans work and identifies necessary resources (tools, equipment, parts, labor).
5. Performs lead activities in one or more of the following activities: certified code welding, machining, steam turbine maintenance, gas turbine maintenance, boiler maintenance, or auxiliary equipment maintenance.
6. Performs mechanical alignments for rotating equipment and their drivers. Troubleshoots mechanical systems and/or equipment. Disassembles and reassembles complex mechanical components. Determine close tolerance fit of associated parts.

Responsibilities - Supervisor and/or Leadership Exercised:

- May provide leadership, work assignments, evaluation, training, and guidance to others

Knowledge, Skills, and Abilities:

Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.

- Knowledge of basic methods, equipment, tools, and materials involved in the maintenance and repair of large equipment.
- Knowledge of operating procedures for steam turboelectric generators on high pressure steam boilers and associated auxiliary equipment.
- Knowledge of safety rules, codes and regulations applicable when working on or near energized electrical systems, steam systems, and high-pressure water systems.
- Knowledge of lock out/tag out procedures for removing equipment from service for maintenance.
- Knowledge of proper methods and procedures used in cleaning work area and equipment.
- Knowledge of operating procedures for firing and maintaining pressure on high pressure steam boilers and of the operation and maintenance of auxiliary equipment.
- Knowledge of boiler: feed water chemical treatment and control.
- Knowledge of pressure, temperature, water level and other types of indicating instruments used in operation of high-pressure boilers.
- Skill in establishing and maintaining excellent communication and working relationships with city employees and the public.
- Skill in oral and written communication.
- Skill in performing basic mathematical calculations.
- Skill in control procedures for operating auxiliary equipment.
- Ability to make accurate gauge readings.
- Ability to reference/interpret manual sufficient to perform job tasks.

Minimum Qualifications:

- Graduation from High School or equivalent, plus five (5) years experience in a field related to the operation and maintenance of a power, steam or chiller operations.

Licenses and Certifications Required:

- Universal EPA License required if working in a Chiller Plant/Operations.
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This description is intended to indicate the kinds of tasks and levels of work difficulty required of the position given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of management to assign, direct and control the work of employees under supervision. The listing of duties and responsibilities shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.